

30 October 1967

MEMORANDUM FOR CHIEF, PERSONNEL BRANCH

Attention: []

SUBJECT: Transfer of []

In compliance with your request, the following information relative to [] application for transfer to another branch of CIA is furnished.

[] is presently employed as an Editor in this organization at a grade CAF-7. Her efficiency report was "very good". [] has done a considerable amount of editorial work in government service, most of which, it is my understanding, has been of a technical nature, such as the editing of technical manuals for the War Department, etc.

She is a very sincere, conscientious and affable employee. Due to the outcome of the recent classification survey in FBIB, almost all editorial employees in this organization will have to be downgraded two grades, which will reduce [] to a CAF-5, and her salary from \$3648 per annum to \$3397 per annum.

It is for this reason that I have granted [] permission to seek employment in another branch of CIA. She is under no pressure whatever to do so.

[]
Chief, FBIB

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This document part of classified integrated file. NAME CHECK required prior to individual classification action.

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No Change In Class.	<input checked="" type="checkbox"/>
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Class. Changed to:	TS S C
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